

TO: The Honorable Board of Supervisors

FROM: F. Craig Meadows, County Administrator  
L. Carol Edmonds, Assistant County Administrator

DATE: August 9, 2010

**SUBJECT: AGENDA REPORT**

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**I. CALL TO ORDER**

**II. INTO CLOSED MEETING**

BE IT RESOLVED, The Board of Supervisors hereby enters into Closed Meeting for the purpose of discussing the following:

- Section 2.2-3711 (1) Discussion, Consideration or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body
1. Agency on Aging
  2. Board of Equalization
  3. County Administrator's Annual Review

**III. OUT OF CLOSED MEETING**

BE IT RESOLVED, The Board of Supervisors ends their Closed Meeting to return to Regular Session.

**IV. CERTIFICATION OF CLOSED MEETING**

WHEREAS, The Board of Supervisors of Montgomery County has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of Montgomery County, Virginia hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this

certification resolution applies, and (ii) only such public business matters as were identified in the motion conveying the closed meeting were heard, discussed or considered by the Board.

VOTE

AYES

NAYS

ABSENT DURING VOTE

ABSENT DURING MEETING

**V. INVOCATION**

**VI. PLEDGE OF ALLEGIANCE**

**VII. DELEGATIONS**

**A. SUBJECT: VIRGINIA DEPARTMENT OF  
TRANSPORTATION**

**Virginia Department of Transportation**

David Clarke, VDOT Residency Administrator, will update the Board of Supervisors on road issues/concerns in Montgomery County.

**B. SUBJECT: CITIZENS OF NORTHWEST MONTGOMERY  
COUNTY- PRICES FORK VILLAGE COMMUNITY  
CENTER**

**Citizens of Northwest Montgomery County – Prices Fork Village  
Community Center**

Andrea Sharpe-Robison, President of the Citizens of Northwest Montgomery County, will update the Board of Supervisors on their vision for a village community center in the Prices Fork area.

**C. SUBJECT: HUCKLEBERRY TRAIL –CHRISTIANSBURG  
EXTENSION PROGRESS REPORT**

**Huckleberry Trail – Christiansburg Extension Progress Report**

John Neel, Gay & Neel Engineering, will provide an update on the status of activities related to the Huckleberry Trail Extension Project.

**VIII. PUBLIC ADDRESS**

**IX. ADDENDUM**

**X. CONSENT AGENDA**

**XI. OLD BUSINESS**

**A. SUBJECT: ORDINANCE AMENDING THE FEE  
SCHEDULE FOR PLANNING AND ZONING**

**ORD-FY-11-  
AN ORDINANCE AMENDING THE FEE SCHEDULE FOR  
PLANNING AND ZONING BY DECREASING THE FEE  
TO FILE REQUESTS FOR APPEAL OF ZONING ADMINISTRATOR DECISION**

BE IT ORDAINED, By the Board of Supervisors of the County of Montgomery, Virginia that the Board of Supervisors hereby approves the following amendment to the Fee Schedule for planning and zoning activities:

**FEE SCHEDULE PLANNING AND ZONING**

<b><u>Application/Permit Type</u></b>	<b><u>Fee</u></b>
<b>Rezoning <u>(to)</u></b>	
A-1	\$375
R-R, R-1, R-2	\$500 + \$20/acre or portion thereof
R-3, RM-1	\$625 + \$25/acre or portion thereof
GB, CB	\$750 + \$30/acre or portion thereof
ML, M-1	\$875 + \$35/acre or portion thereof
PUD-Res, PUD-Com, PIN, PMR	\$1000 + \$40/acre or portion thereof
<b>Special Use Permit</b>	\$500
Telecommunications Tower	\$2500
Automobile Graveyard	\$1250
Extractive Industry	\$1250

<b>Change in proffered conditions</b>	\$500 + \$20/acre or portion thereof
<b>Comprehensive Plan Amendment</b>	\$500
<b>Variance Request - BZA</b>	\$500
<b>Appeal of Zoning Administrator's decision - BZA</b>	<u>\$250</u> <del>\$425</del>
<b>Subdivision Sign Fee</b> (per BOS Resolution 5-28-1991)	\$160 per intersection
<b>Sign Permit</b>	\$40
General Advertising (Billboard)	\$375
<b>Zoning Permit</b>	\$10
<b>Subdivision Review Fee</b>	
Major Subdivision	\$250 per plat + \$20 per lot over 5
Minor Subdivision	\$100 per plat + \$10 per lot over 5
Family Subdivision	\$50
Boundary Line Adjustment	\$45
Boundary Line Adjustment with vacation	Same as Minor Subdivision
<b>Site Plan Review</b>	\$300 + \$20/acre or portion thereof
<b>Zoning Confirmation Letter</b>	\$125
<b>DMV Certification Letter</b>	\$40
<b>Technology Fee</b>	2% of base fees minimum \$10

When a joint application/permit is sought for both a rezoning and a special use permit, only the higher fee shall be charged.

Applicant must pay all legal advertisement fees. Staff will prepare ad for the applicant and deliver ad to The Roanoke Times. Applicant is responsible for contacting and paying The Roanoke Times for the advertisement. If the applicant is a private citizen, not a business, the applicant must set up payment for the ad prior to the deadline date stated on the advertisement notice. *If payment is not made to The Roanoke Times prior to the deadline date, the ad will not be run and the application will not be heard at the scheduled hearing.*

Application/permit fees are non-refundable regardless of whether the application/permit is approved, denied or withdrawn.

ISSUE/PURPOSE: Ordinance amending the fee schedule for Planning and Zoning.

**JUSTIFICATION:**

An Ordinance amending the Fee Schedule for planning and zoning activities by decreasing the application fees to file an appeal of the zoning administrator decision from \$425 to \$250 in order to comply with the recent amendment to Section 15.2-2311 of the Code of Virginia. On July 16, 2010, the Planning Commission recommended approval of the request.

**XII. INTO WORK SESSION**

BE IT RESOLVED, The Board of Supervisors hereby enters into Work Session for the purpose of discussing the following:

1. Yates Property Donation (TAB **D**)
2. Tax Relief for the Elderly and Disabled (TAB **E**)

**XIII. OUT OF WORK SESSION**

BE IT RESOLVED, The Board of Supervisors ends their Work Session to return to Regular Session.

**XIV. COUNTY ATTORNEY'S REPORT**

**XV. COUNTY ADMINISTRATOR'S REPORT**

**XVI. BOARD MEMBERS' REPORT**

1. Supervisor Biggs
2. Supervisor Muffo
3. Supervisor Creed
4. Supervisor Politis
5. Supervisor Brown
6. Supervisor Marrs
7. Supervisor Perkins

## **XVII. OTHER BUSINESS**

## **XVIII. ADJOURNMENT**

### **FUTURE MEETINGS**

Adjourned Meeting  
Monday, August 23, 2010  
6:00 p.m. – Closed Meeting Items  
7:15 p.m. Regular Agenda

Regular Meeting  
Monday, September 13, 2010  
6:00 p.m. – Closed Meeting Items  
7:15 p.m. Regular Agenda

Adjourned Meeting  
Monday, September 27, 2010  
6:00 p.m. – Closed Meeting Items  
7:15 p.m. Regular Agenda